**Business Request Form**

**User Identity**

Name : Selena

Division : Board of Directors

Job Title : Commercial Director

**Request description**

Hi Raihan!

I wish you’re doing great.

Raihan, the board of directors will held an internal evaluation meeting this Friday. As commercial director, i have to deliver everything happened in our division for this budget year. Therefore, as commercial data analyst, i need you to make a dashboard of our sales performance for the this budget year. I’m not mentioning any particular data desired, please provide me as detail as you could. This dashboard be used in C-level meeting so make sure you make it brief without missing any necessary points.

Thank you.

-Selena.